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File Training 3

3 AUG 1976

MEMORANDUM FOR: Deputy Director for Operations

FROM : Harry E. Fitzwater
Director of Training

VIA : Deputy Director for Administration
Chief, Career Management Group/RTB

SUBJECT : Status Report on Pilot Project Training
Program for DDO Officers

5 AUG 1976

1. SUMMARY: Planning for the two-track Pilot Project is proceeding smoothly with no insurmountable problems as yet in view. Unless the DDO has an appropriate safesite now in its inventory, it will be necessary for a training safesite and keeper to be procured against a tentative target date of 1 October. (End of summary.)

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3. The first segment of the Pilot Project (known internally at OTR as Track II) will commence on 30 August in a safesite which has already been designated. The CT office has, at present, six specially-selected candidates including one black and one female whom we hope to have prepared to enter Track II starting on 30 August. A two-week Special Orientation Course has been devised to acquaint the trainees with basic Agency structure and functions. A copy of the planned orientation is attached.

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4. Following the two-week orientation, the trainees will proceed [REDACTED], attend the IOC and OC which will be completed on 17 December. Following that, the trainees may be given compartmented access to Headquarters building so that they may gain direct knowledge of the Headquarters Desks supporting their field stations. Assuming our ability to get these six candidates fully cleared, this element of the Pilot Project appears to present no particular difficulty.

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5. The other element of the Pilot Project (known internally at OTR as Track I) is tentatively slated to start on or about 1 October. This course will be taught entirely in the Washington area in a safesite. Estimates received [redacted] would all indicate that a course of approximately 14 weeks will be needed to cover training material equivalent to that to be given the other Pilot Project group. It has been estimated that six full-time instructors will be necessary to teach a group of up to six trainees. In addition, the part-time assistance of approximately 10 role-playing instructors will be necessary. Some role-players can come from [redacted] others will have to be recruited in Headquarters. Commencing in August, [redacted] will begin to structure its training course. We have, at present, the full-time services of five officers and will seek to acquire additional instructor strength as necessary. The [redacted] will give all possible support to Track I of the Project.

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6. The major acquisition which appears necessary at this time is a safesite where the training can take place. We believe that the safesite should be a private house with a safehouse keeper, the presence of whom will allow secure storage of classified materials overnight. This will allow students to work after hours, greatly enhancing the flexibility of the schedule. The training sites currently available to [redacted] are not suitable for training a group of six officers for 14 weeks or more. We thus request the DDO either to give us access to a present safesite for the period approximately 1 October through 30 January 1977, or to give permission for a suitable house and keeper to be located, with the costs to be carried by the DDO.

7. The Career Training office will move to select candidates for Track I of the Project during August and September. The provisional starting date for this program is 1 October. The CT office believes that it can acquire approximately four qualified trainees by that date.

8. As OTR moves to implement the two-track Pilot Project, we have come to see more clearly the strengths and weaknesses which both tracks will embody. The training at the [redacted] has the great virtue of being well established with a qualified staff of instructors, training aids, and logistic support readily available. The only major drawback is that the larger group of trainees involved (the Pilot Project trainees will be part of a larger group going through the IOC and OC) causes a lack of flexibility and individual attention which each trainee can receive. Scheduling problems also make it difficult to adjust the pace of training, should one or more of the trainees appear to need additional help.

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9. The other Pilot Project track to be given in the safesite mode will have to be largely devised and presented for the first time, although the Operations Course now given at [REDACTED] will be quite closely followed. We feel, however, that with a small group of trainees the course material can be presented in a highly flexible manner with the needs of each student given special attention as necessary. At this point, we feel confident that both tracks will result in well-trained young case officers.

25X1A 10. The personnel who will be working on the safesite

[REDACTED]
interest in another tour with OTR. It may be necessary that one or two additional instructors may be required from the DDO. We will advise if and when this requirement develops.

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11. The Office of Training is very pleased to be involved in the development of the Pilot Project and fully supports the need for enhanced professionalism in all phases of the effort, from spotting and selection of the candidates,

[REDACTED]
we are confident that both tracks of the Project can be accomplished successfully, and that whatever decisions follow the completion of the Project, the result will be better and more secure training for future DDO officers.

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[REDACTED]
Harry E. Fitzwater

Attachment:
Planned Orientation

Distribution:

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- 0 & 1 - Adse (w att)
- 1 - C/CMG/DDO (w/o att)
- 1 - [REDACTED] (w/o att)
- 1 - [REDACTED] (w/o att)
- 1 - DDO/TRO (w/o att)
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